

**Bexar County  
Emergency Services District No. 12  
Meeting Minutes  
September 13, 2023  
6:00 P.M.**

The Board may go into Closed Session on any agenda item, if permitted under Chapter 551 of the Texas Government Code. In such event, the Board President will announce the applicable Government Code Section prior to the Board going Into Closed Session.

The Bexar County Emergency Services District No. 12 conducted a meeting at the Bexar County ESD 12 Fire Department Station 191 located at 14229 FM 1346, St. Hedwig, Texas 78152 on August 16, 2023 and the following was discussed;

1. Call the Bexar County Emergency Services District No. 12 Meeting to Order.

Commissioner Nickles called the meeting to order at 6:00 PM.

2. Establish Quorum.

A quorum was present with Commissioner Nickles, Commissioner Strzelczyk, Commissioner Latka, Commissioner Pena and Commissioner Neill in attendance.

3. Citizen's Public Forum. (3 minutes time limit per individual).

There were no citizens signed up to speak.

4. Approval of Meeting Minutes from July 12, 2023.

**Commissioner Lakta moved to approve the July 12, 2023 meeting minutes as written, Seconded by Commissioner Strzelczyk; Approved unanimously.**

**5. Report on items of interest to the Board by the Fire Chief. (There may be discussion on the following items).**

**a. Run reports on calls for District and other items of interest.**

**The Board reviewed the run report but no one had any questions.**

**b. Updates on Vehicles and Apparatus.**

**Chief Padalecki reported that he sent a Truck and one fire fighter on Deployment and they are staging in Pleasanton Texas and being deployed to fires as needed.**

**Chief Padalecki reported that all the Chiefs on the East Side have met and created the East Side Strick Team so when a grass fire occurs all departments on the East side a apparatus.**

**6. Discussion with Bexar County Fire Marshall's Office or the Emergency Management Coordinator on the growth in the area and other items of interest to the district within the boundaries of the ESD No. 12 and the surrounding area and any upcoming training opportunities.**

**Mr. Herrera was not in attendance.**

**7. Discussion and possible action regarding design and construction related to matters to the new station building located at 11800 U.S. Highway 87.**

**Chief Padalecki reported that there are no updates at this time.**

**No action taken on this item.**

- 8. To review and take an action regarding construction, repairs, or renovations to District real property, including, but not limited to, construction payments and fees, review and approve change orders, permitting, engaging in professional services for District construction projects and selection of General Contractor for District construction projects.**

**Chief Padalecki reported that there are no updates at this time.**

- 9. Discussion, update, and possible action on design, cost, permits and any actions regarding the FM 1518 property station and administration offices.**

**Assistant Chief Padalecki that the Districts Attorney is still working on the contract with AG/CM.**

**No action taken on this item.**

- 10. Discussion, update, and possible action regarding the 2023 Tax rate calculation worksheet and notice about the 2023 tax rate.**

**Commissioner Latka moved to approve the tax rate calculation worksheet and notice about the 2023 tax rate as sent to the District by the Bexar County Tax Assessor – Collectors Office, Seconded by Commissioner Pena; Approved unanimously.**

11. Discussion and possible action regarding the schedule for the adoption of the 2023 rate

Commissioner Strzelczyk moved to have the meeting to adopt the 2023 tax rate on August 28, 2023 at 6:00 PM or no later than August 31, 2023 as the law allows based on the notice in the Wilson County News, Seconded by Commissioner Neill; Approved unanimously.

12. Discussion and possible action on the 2023 tax rate including the setting of the public hearing, if any.

Commissioner Latka moved to adopt a 2023 proposed tax rate of \$0.10/\$100 and to have the public hearing to adopt the 2023 tax rate on August 28, 2023 or no later than August 31, 2023 at 6:00 PM as the law allows based on the notice in the Wilson County News, Seconded by Commissioner Strzelczyk; Approved unanimously.

13. Discussion on FY 2023 – 2024 Budget.

A discussion was held on budget items along with the estimated revenue income sources.

14. Discussion, and possible action on Vehicles to be sold or purchased as the district see the needs.

Assistant Chief Padalecki informed the Board that there has been another price increase of \$10,000.00 per truck.

Commissioner Strzelczyk moved to have Assistant Chief Padalecki get the payoff on Rescue 191 (Ford 550), Seconded by Commissioner Neill; Approved unanimously.

15. Discussion, update, and possible action on a tract of land to be purchased, for a future Fire Station location for the district.

Chief Padalecki reported that he did not have any updates on a track of land at this.

No action taken discussion only.

16. Discussion, update and possible action Association of Emergency Services District of Bexar County.

Assistant Chief Padalecki said he did not have any updates at this.

No action taken discussion only.

17. Discussion of expenditures for 2023. (Commissioner JL Latka).

A discussion was held on all expenditures and equipment that will be needed by the district in the future.

18. Discussion and possible action on accepting and awarding sealed bid received for 2004 Freightliner Tender including setting time limit to pay for pick up.  
(Commissioner Leon Nickles)

Commissioner Latka moved to accept and award the bid to Sinton VFD, Sinton Texas for the amount of \$205,000.00 and to pay for and pick up the truck as soon as possible, Seconded by Commissioner Strzelczyk; Approved unanimously.

19. Discussion and possible action on hiring a part-time assistant to assist with ESD operations manager needs, To include pay rate, title, and any other matters.  
(Commissioner Charles Neill)

**A brief discussion was held with Firefighter/Instructor Griffen to see if he would be willing and able to help the operations manager the following motion was made.**

**Commissioner Pena moved to have Firefighter/Instructor Griffen help the Operations manager with bookkeeping entries into QuickBooks at least until January 2024, Seconded by commissioner Latka; Approved unanimously.**

- 20. Discussion and possible action on requiring all financials paperwork for the monthly meeting be emailed to all Commissioners at least 5 days prior to meeting date. (Commissioner Alex Pena)**

**A discussion was held about this item only.**

**No action taken on this item.**

- 21. Financial Report.**

- a. Discussion and review of the Financial Report and tax revenue collected to date.**

**Commissioner Nickles reported that to date the District has collected \$3,172,515.66 from all sources.**

- b. Discussion and action on approving payment of all District bills for the month including payroll.**

**Commissioner Neill moved to pay all District bills including payroll, Seconded by Commissioner Strzelczyk; Approved unanimously.**

- c. Discussion and action to transfer funds between Bank Accounts as needed.**

Commissioner Strzelczyk moved to table, Seconded by Commissioner Pena; Approved unanimously.

- d. Discussion and possible action on new bank account for the districts needs.


No action taken on this item.


22. Adjourn.

With no further business Commissioner Strzelczyk moved to adjourn, Seconded by Commissioner Latka; Approved unanimously.

23. Adjourned: 7:40 PM

Attest:

  
\_\_\_\_\_  
Mr. Leon Nickles Jr.  
President  
Bexar County ESD No. 12

  
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Dr. Charles Neill  
Secretary  
Bexar County ESD No. 12

